

INVITATION FOR BIDS
FREDERICK COUNTY BID NO. 13-CP-07
REPLACEMENT OF ROOFS AT VARIOUS LOCATIONS

Notice is hereby given that The Board of County Commissioners of Frederick County, Maryland will receive Sealed Bids from qualified Contractors in the Department of Procurement and Contracting, Winchester Hall, 12 East Church Street, Frederick, Maryland, 21701 for the Replacement of Membrane and Shingle Roofs at Various Locations until 3:00 p.m. (local time) on February 5, 2013, at which time, bids will be opened and publicly read aloud. Bids received after that time and date will not be accepted and returned unopened.

Description of the Work:

The roofs are located at:

Extension Services

Address: 330 Montevue Lane, Frederick Md. 21701

401 Sagner Avenue

Address: 401 Sagner Avenue, Frederick, MD 21701

Senior Center

Address: 1440 Taney Avenue, Frederick, MD 21701

Animal Control

Address: 1832 Rosemont Avenue, Frederick, MD 21701

It is the intent of the County to award one contract for roof replacement at all four facilities or to make multiple awards for one or more facilities. The work under this contract includes removal and replacement of the entire existing facility roofing system as required per the contract documents.

1. Presentation of Bids:

Presentation of bids shall be in strict accordance with the Instructions to Bidders included in the project Specifications (Section 00100). Bids shall be enclosed in a sealed envelope, addressed to Frederick County and identified as Bid Number 13-CP-07 in one envelope which includes:

- Bid Proposal (Bid Forms Section 00200)
- Bid Security
- Bidder Certification of Work Capacity
- Affidavit of Qualification to Bid
- Certificate of Compliance with Regulation 1-2-36
- Non-Collusion Certification
- Listing of Subcontractors

The Bidder's Name and address should be clearly marked on the outside of the envelope.

2. Obtaining or Inspecting Contract Documents:

There is no charge for the bid documents. Downloading the Contract Documents will permit the bidder to take Contract Documents to the “print shop” of their choice for printing. Depending on the type/speed of your internet connection, and the size of the file(s), this download could take 20 to 30 minutes or more.

Bid documents may be obtained as follows:

- If you are already a registered vendor on the Frederick County Purchasing website, go to Purchasing Construction Page at:

<http://www.frederickcountymd.gov/index.aspx?NID=1116>

and download a copy of the bid.

If you are not yet a registered vendor on the Frederick County Purchasing website, go to the vendor registration page at

<https://ww4.frederickcountymd.gov/VendorSignIn/>

and follow the instructions to register.

- When you have completed the registration, go to the Purchasing Construction Page identified above to download a copy of the bid.

NOTICE: CONTRACTORS AND SUBCONTRACTORS, THAT DO NOT REGISTER, WILL NOT RECEIVE NOTIFICATION OF ADDENDA; THEREFORE THE COUNTY ASSUMES NO RESPONSIBILITY FOR THE FAILURE OF NON-REGISTERED ENTITIES TO RECEIVE ADDENDUMS.

Bid Documents may be reviewed at the following locations:

Associated Builders & Contractors

Attn: Darlene Chaney

530 North Locust Street

Hagerstown, MD 21740

Ph # 301-739-1190

Fax # 301-739-1026

Email: abccvc@myactv.net

docprocessing@reedbusiness.com

Reed Construction Data

Attn: Production

30 Technology Parkway South, Suite 500

Norcross, GA 30092

Ph # 770-209-3323

Fax # 770-209-3328

Email:

McGraw Hill Construction Co/

Dodge Reports

Attn: Maryann Duke

8501 La Salle Rd., Suite 204

Towson, MD 21286

Ph # 770-775-6075

Fax # 410-821-0090

Email: mary_ann_duke@mcgraw-hill.com

Mid Atlantic Bx

(Formerly Harrisburg Builders Exchange)

Attn: Trisha Byrd

2501 North Front Street

Harrisburg, PA 17110-1189

Ph # 717-234-3255

Fax # 717-234-3316

Email: trisha@midatlanticbx.com

EGI (Engineering Graphics Inc.)

Attn: Mike Bratburd

5103-B Pegasus Court

Frederick, MD 21704

Ph# 301-668-8944
Fax# 301-668-8946
Email: Frederick@egicopycenter.com

3. Bid Security and Guarantee:

Accompany each Bid with a bid security for 5% of the total amount of the Bid Schedule in the form of a **Bid Bond (EJCDC C-430, 2002 Version)**, Certified Check, or Cashier's Check, made payable to the Board of County Commissioners of Frederick County, Maryland. The bid security shall be submitted with the understanding that it shall guarantee that the Bidder will not withdraw his bid for a period of one hundred twenty (120) calendar days after the closing time for the receipt of bids; that if his bid is accepted, he will enter into a formal Contract with the Owner and that the required Performance, and Labor and Materials Bonds will be given; and that in the event of the withdrawal of said bid within the said period, or the failure to enter into said Contract and giving said Bond, the Bidder shall be liable to the Board of County Commissioners of Frederick County, Maryland for the full amount of the bid security as representing the damage to the Owner on account of the Bidder. The bid security of Bidders whom the Owner believes to have a reasonable chance of receiving the award may be retained until a Contract has been executed and Bonds have been furnished. The bid security of other Bidders shall be returned upon request.

4. Performance Bond and Payment Bond:

The successful bidder will be required to furnish a Payment Bond and also a Performance Bond in the full amount of the Contract Award. The successful bidder will be required to give bond and comply with the Acts of the General Assembly of Maryland respecting Contracts.

5. Minority Business Enterprises:

Frederick County does not have a specific goal for Minority Business Enterprises participation for this project.

6. Prevailing Wage Rate is not applicable to this project:

7. Time of Completion and Liquidated Damages:

The Contractor shall commence the Work under this Contract based on the Construction Start Date identified in the Notice to Proceed, prosecute all said Work, and complete the Work, AT EACH LOCATION, within the calendar-days duration identified below.

401 Sagner Avenue – 21 calendar-days
Senior Center – 45 calendar-days
Extension Services – 35 calendar-days
Animal Control – 21 calendar-days

In case of failure on the part of the Contractor to complete the Work within the time fixed in the Contract or any extensions thereof, the Contractor shall pay the Owners, as fixed and agreed upon liquidated damages, the sum of \$500 (Five Hundred Dollars) per calendar day

to Frederick County for each calendar day in excess of the Contract Time stated above or as otherwise modified and agreed to by the Owner and Contractor.

8. **Mandatory Pre-Bid Conference and Site Visit:**

A Pre-Bid Conference has been scheduled for January 15, 2012 at 10:00 AM in the Winchester Hall, Winchester Room, 2nd Floor located at 12 East Church Street, Frederick Maryland 21701. Attendance is mandatory at the conference. Contractors that do not attend the conference will not be eligible for award of a contract.

The project will be reviewed and questions pertaining to the plans, specifications, and bidding procedures will be addressed. Site visits at the facilities can be requested from Jerry Trout at 301-600-1222.

9. **Award or Rejection of Bids:**

It is the Owner's intent to award a contract to a Bidder that submits Installer Certificates signed by roofing system manufacturer certifying that installer is approved, authorized, or licensed by manufacturer to install specified roofing system.

The Bidder shall provide a letter from the roofing system manufacturer stating that the installer is currently NDL certified for a minimum of the last 5 years. Roofing contractor must submit verification from roofing system manufacturer of a Quality Incident Rating (QIR) or warranty repair rating of 2.0 or below or equivalent rating factor, as is measured by contractors previously warranted installations. Contractor shall also provide verification that the installer's workmanship, including flashing and sheet metal work, will be fully covered by the Manufacturer's NDL warranty without exception. The letter shall be submitted within three (3) days after request from the Owner to be eligible for award.

A bidder may be required to submit evidence that he has appropriate experience, and financial resources available to undertake and perform the Contract properly and expeditiously, and any other information that may be required to indicate his ability to fulfill the Contract.

This may include, but not be limited to, submission of at least three (3) similar projects of similar size, scope and complexity performed within the last three years (including the name of the Owner and the name and telephone number of an authorized representative of the Owner familiar with the project). It is the intent of the Owners to award the construction contract to the lowest responsive and responsible Bidder, for the Bid Schedule selected by the County, complying with all the provisions of the Instructions to Bidders, provided the bid price is reasonable and it is to the interest of the Owner to accept it. The Board of County Commissioners of Frederick County, Maryland reserves the right to cancel the project, at no penalty, up to the issuance of the "Notice to Proceed". The Board of County Commissioners of Frederick County, Maryland or its authorized agent(s) reserve the right to reject any or all bids and to waive any informality or deficiency in bids received, whenever such rejection or waiver is in the best interest of the County. The Board of County Commissioners of Frederick County, Maryland also reserves the right to reject the bid of a Bidder who has previously failed to perform properly or to complete,

on time, contracts of a similar nature, or the bid of a Bidder, who after investigation, is not in a position to perform the Contract.

10. Bid Protest:

The County's Bid Protest Procedure may be accessed at:

<http://www.frederickcountymd.gov/index.asp?nid=1116>

Frederick County Government does not discriminate on the basis of race, color, national origin, sex, religion, age and disability in employment or the provision of services.

Individuals requiring special accommodations are requested to contact the Purchasing Department at (301) 600-1067 (Voice), or (301) 600-1672 (Voice/TDD) to make arrangements no later than ten (10) working days prior to the meeting.

11. Project Administration:

All communications relative to the bid for this Work shall be directed to Timothy Kepp (301-600-6702), Project Manager, Capital Projects prior to the opening of Bids. All questions relating to interpretation of the Contract Documents or requests for clarification must be submitted in writing. E-mail: tkepp@frederickcountymd.gov

BY AUTHORITY OF:

The Board of County Commissioners of Frederick County, MD
Diane George, Purchasing Director